Your name

Your address

Your cell phone number

Your email address

Your Education Portfolio Website

Today’s Date

Contact name

Schools name

Schools address

Dear \_\_\_\_\_\_\_\_\_\_,

I am interested in applying for the Social Studies position that was advertised on your school district website and online at Teach in Nebraska. I will be receiving a Bachelor of Science in Secondary Education and have recently applied for my state certification in the areas of Social Science and Physical Education.

At the present time I am student teaching at the High School in Milford, Nebraska with Ms. Mary Meyer and I have finished student teaching at Goodrich Middle School in Lincoln, Nebraska. This experience has given me a chance to interact with different students, teachers and schools in the area.

I am also interested in any coaching openings at your school. For the last two years I have been involved with the Seward High School football team during their offseason preparation as a strength coach and last fall volunteer as linebacker coach. I have also played four years at the collegiate level. These experiences are all included in my resume.

It is my hope to combine my experiences, knowledge, and ability to become a compassionate, enthusiastic, intelligent teacher, one who will make a positive contribution to your school district. I would welcome an interview and I hope to hear from you at your earliest convenience.

Sincerely,

Your name

Enc.